



SENIOR AFFAIRS ADVISORY BOARD

Meeting Minutes

WEDNESDAY, December 18, 2024

In Person Meeting: 12:00 p.m. – 1:30 p.m.

Location: **Park De La Cruz Community Center**

3901 Landis Street

San Diego, CA 92107

Agenda

Item 1: Call to Order

Interim Chair Gwenmarie Hilleary called the Senior Affairs Advisory Board meeting to order at 12:04 p.m.

Item 2: Roll Call

Bob Prath, Mary Scott Knolls, Michelle Matter, Gwenmarie Hilleary, Marissa Feliciano, William Peetoom, Antoinette Alioto, Rosemary White Pope, Jacqueline Jackson, and JB Robinson present.

Juan Sotelo absent.

Item 3: Review and Approval of Minutes

Chair Gwenmarie Hilleary introduced the item. JB Robinson made a motion to approve the minutes of the November meeting. Antoinette Alioto seconded the motion. The motion passed with all voting members in favor, with Rosemary White Pope and Jacqueline Jackson abstaining.

Item 4: Staff Report

Kristi Fenick shared that there is a link to provide public comment on the Senior Affairs Advisory Board website (<https://www.sandiego.gov/park-and-recreation/general-info/boards/saab>).

Kristi Fenick requested that members who were not present at the last meeting read the code of conduct and sign an acknowledgement form. She clarified that ethics training and Form 700 are

not required from Board Members, however there is required training on the California Public Records Act, the Ralph M. Brown Act, and Robert's Rules of Order that should be completed by February 2025.

Kristi Fenick also mentioned that an annual report is due, covering significant activities, events, key accomplishments, challenges faced, and future goals. Although the Board has only been active for a few months and there isn't much to report this year, Gwenmarie Hillary emphasized that future goals will include developing a communications plan and establishing a legislative survey as part of our reporting.

Item 5: Election Slate

Gwenmarie Hilleary asked the Nominating Committee for a report on the slate of officers. William Peetoom stated that he and Bob Prath developed the following slate for the upcoming election and that each nominee has agreed to serve in their respective roles:

Chair: Gwenmarie Hilleary is recognized for her strategic foresight, leadership, and proven capacity to guide the team through the bylaws.

Vice-Chair: Juan Sotelo was instrumental in creating critical outcomes that showcase organizational strength and leadership.

Secretary: Michelle Matter is known for her precision, efficiency, and reliability in documentation and record-keeping.

Legislative Officer: JB Robinson has shown dedication to advancing legislative priorities, fostering critical areas of focus for the board, and effectively serving the community.

Marissa Feliciano expressed agreement with the slate of candidates. Jacqueline Jackson made a motion to approve the slate of candidates. Bob Prath seconded the motion. The motion passed unanimously.

Item 6: Action – Bylaws

Gwenmarie Hilleary introduced the item by providing an overview of the changes made to the Bylaws following the discussion at the previous meeting. These changes pertain specifically to the roles of the Secretary and Legislative Officer positions, as well as the Standing Committees. Marissa Feliciano initiated a discussion on including the Nominating Committee in Article VII, but it was agreed that the wording in Article V is sufficient.

JB Robinson made a motion to approve the Bylaws. Bob Prath seconded the motion. The motion passed unanimously.

Item 7: Old Business

Election for Board Officers: Newly elected officers will start their term in January 2025.

Future SAAB Meeting Location: There was a discussion on future meeting locations. It was determined that the next meeting will be held at the current location, Park De La Cruz Community Center, on January 15, 2025. Future meeting locations will be considered at the January meeting. Suggestions include using the George L. Stevens Senior Center, as proposed by Rosemary White Pope, and a location in San Ysidro, suggested by Bob Prath.

Item 8: New Business

Age-Friendly Action Plan: William Peetoom initiated a discussion on how the Board should engage with the City of San Diego Age-Friendly Action Plan. He questioned whether there is oversight to ensure progress and development on the plan and whether that is part of the Board's goals. Bob Prath agreed, emphasizing that the plan should not just sit on a shelf. Kristi Fenick shared that Parks and Recreation is responsible for the social participation, health, and wellness aspects of the plan, while other domains are managed by different city departments. She suggested that the Board invite liaisons from these departments to share their progress and processes related to the plan.

Rosemary White Pope requested statistics on equity and inclusion for older adults, with Bob Prath agreeing and highlighting the importance of digital equity—ensuring everyone has access. Bob Prath also mentioned that the plan's development included focus groups with ethnic groups and unhoused individuals. Antoinette Alioto pointed out that many of the needs being discussed, such as housing and transportation, are necessities for all older adults.

It was determined that Kristi Fenick provide a presentation to the Board in January 2025 about the development and overview of the Age-Friendly Action Plan.

Legislative Update: JB Robinson discussed legislative priorities, focusing on how the unhoused population disproportionately affects older adults, as well as issues related to transportation and infrastructure. He also shared that he is working on refining how the Board communicates with elected officials and emphasized the importance of collaborating closely with department leaders. Gwenmarie Hilleary highlighted the importance of identifying housing communities where older adults need to be checked on during emergencies.

Communications Plan: Marissa Feliciano suggested that the Board create a Strategic Plan prior to creating a Communication Plan. Once focus areas are developed, she will create a social media kit and media pitch to share with news outlets and Jose Ysea, Media Services Manager for the City of San Diego Communications Department.

Item 9: Non-Agenda Public Comment

None.

Jacqueline Jackson made a motion to adjourn the meeting. Rosemary White Pope seconded the motion. The motion passed unanimously. The meeting was adjourned at 1:13 p.m.